

**Joint Meeting of the Water & Sewer Commission
And the Electric Utility Commission
January 5, 2015**

- I. **Roll Call:** Commissioners Steve Fitzhugh, Chris Bradley, Jim Wilson, Dennis Donahue; Town Manager Jeff Schulz; Utility Superintendent Pat Demasi. Steve Fitzhugh called the meeting to order at 7:00 PM.
- II. **Approval of Minutes:** The Commission reviewed the minutes of November 3, 2014 and had two changes. Jim Wilson motioned to approve the minutes as amended, seconded by Chris Bradley. Motion approved 3-0.
- III. **Meeting of the Electric Commission:**

Lien Authority: The Commissioners discussed the revised tenant release form as prepared and revised by Steve Fitzhugh and Eli Emerson. The only remaining question was whether the letter should be on Town letterhead? The Commissioners decide not to put the form on letterhead because the issue is between the landlord and tenant. Next, Chris Bradley suggested that the form be put on-line. Also, Chris suggested that the form and a letter be sent to landlords explaining that it was developed to help give landlords adequate notice regarding the Town's lien authority. Chris Bradley move to approve the form as amended, Jim Wilson seconded. Motion approved 3-0.

Customer Survey: Next, the Commissioners discussed the concept of doing a customer survey of Northfield Electric customers to better understand what the customers want in terms of sources of electric power. Steve Fitzhugh noted that at the VPSSA meeting he spoke with representatives of Hyde Park and they plan to construct a municipal solar project in Hyde Park. Is a solar project viable in Northfield? Steve added that there are a limited number of viable solar sites in Northfield. The Town could possibly buy into a solar project elsewhere. The question is: what do Northfield customers want? The Town did a survey in 2000. Are the Commissioners interested in doing another survey? The Commissioners agreed that this would be a good topic for a future meeting.
- IV. **Meeting of the Water/Sewer Commission**

The Water and Sewer Commissioners discussed the need to prepare a water and sewer rate comparison study in anticipation of the upcoming water and sewer budget process. Steve noted that Penny from Morrisville had prepared some information for such a report, and that he had sent it to the Commissioners. Steve suggested collecting more information to build on that report.
- V. Jim Wilson moved to adjournment at 8:05pm, Chris Bradley seconded the motion. Motion was approved. The meeting adjourned at 8:05pm.

Respectfully Submitted,

Jeff Schulz, Clerk

